

Department of Children and Families
JOB OPPORTUNITY
State School Department Head
Connecticut Juvenile Training School

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: 1225 Silver Street, Middletown
Job Posting No: LR43836FT
Hours: 35
Salary: \$70,869.00-\$108,882.00
Closing Date: June 5, 2014

Example of Duties: Provides supervision to staff of an educational program; plans and directs certain phases of education and training program; evaluates staff performance; ensures that the educational program is in compliance with Federal and State regulations and agency policies and procedures; obtains and safeguards necessary program resources such as supplies and equipment; interviews students and assigns them to proper class level; plans and organizes curricula for assigned subject areas; supervises extra-curricular activities; maintains records of students' progress; makes reports on students, teachers, and programs to administrators and other officials as required; may teach classes, performs related work as required.

Knowledge, Skills and Abilities: Knowledge of philosophy and methods of education and teaching; knowledge of the principles and practices of education for special needs population; ability in written and oral expression; ability to work effectively with others; supervisory ability.

General Experience: A Master's degree in education or related field plus eighteen (18) semester hours of graduate credit and completion of fifty (50) school months of successful teaching or service employment as identified in State of Connecticut, Regulation of State Board of Education, Sec. 10-145d-574(a - f).

Special Requirements:

1. Connecticut State Board of Education certification as an Intermediate Administrator/Supervisor will be required at time of appointment.
2. Incumbents in the class may be required to possess and retain a current Connecticut Motor Vehicle operator's license.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment (CT-HR-12). Current state employees are required to submit their last two service ratings. The CT-HR-12 can be downloaded from the DAS website at <http://www.das.state.ct.us/cr1.aspx?page=13>. Applications will not be considered if incomplete, missing materials, or not received or postmarked by the above closing. Submit via mail to:

DEPARTMENT of Children and Families
Attn: Lena Romanelli
1225 Silver Street
Middletown, CT 06457
860-638-2441

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.